

Pacific Air Forces

Integrity - Service - Excellence

Preconstruction

Orientation

HQ PACAF/LGC



U.S. AIR FORCE



Objectives

- **Analyze the benefits of conducting a preconstruction orientation**
- **List Contracting Officer responsibilities**
- **Determine which key personnel should attend a preconstruction orientation**
- **Discuss each element listed on the AF Form 3035, Preperformance Conference and Pre-Final Payment Checklist**
- **Conduct a preconstruction orientation with limited assistance**



Benefits

- **Provides a forum for answering questions or clarifying concerns**
- **Outlines the Government's role and responsibilities**
- **Outlines the contractor's role and responsibilities**
 - **Statutory matters**
 - **Other matters of significant interest**



Contracting Officer Responsibilities

- **Conduct the conference prior to the start of construction at the work site**
- **Notify the successful offeror of the date, time, and location of the conference**
- **Inform the successful offeror of the proposed agenda and any need for attendance by subcontractors**



Key Personnel

- **Chief Protection Officer (CO)**
- **Security Administrator**
- **Contracting Officer's Technical Representative (COR)**
- **Safety**
- **Contractor**
 - **Subcontractors**



AF Form 3035, Preperformance Conference and Pre-Final Checklist

- **Section I: General**
- **Section II: Labor (Not applicable to Japan bases)**
- **Section III: Miscellaneous**
- **Section IV: Other Topics**



Section I - General

Item 1. Function and Authority of U.S. Government Personnel

- Contracting officer
- Technical representative
- Technical inspectors
- Other (Contract administrator)

Item 2. Progress Charts

- Submission of intended progress
- Periodic reports
- Compliance with intended schedule



Section I - General

Item 3. Inspection

- Compliance with specifications
- Tests to be performed
- Maintenance of records
- Final inspection and acceptance

Item 4. Superintendence by Contractor



Section I - General

Item 5. Passes for Employees and Vehicles

Item 6. Clean Up

**Item 7. Government Property Other Than
GFP**

- Protection of material and work by contractor
- Protection of existing facilities
- Preservation of existing vegetation



Section I - General

Item 8. Operation of Storage Area

- **Description and use of storage area**
- **Erection and removal of temporary buildings**
- **Authorized use of roadways**

Item 9. Safety

- **Contractor operated equipment**
- **Compliance with:**
 - **(1) Safety and accident prevention clause**
 - **(2) AFM 127-101, Accident Prevention Handbook**
 - **(3) U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1**
- **Notification of injuries to Contracting Officer**
- **Airfield Safety Precautions**



Section I - General

Item 10. Changes, Authorized Only by the Contracting Officer

Item 11. Actual and Potential Labor Disputes



Section II - Labor

Item 12. Davis-Bacon Act Applicability

- Requirements
 - **List of subcontractors**
 - **Classification and wage rates**
 - **Use of apprentices**
 - **Submission of payrolls and affidavits**
- Violations



Section II - Labor

- **Item 13. Work Hours Applicability**
 - Requirements
 - Violations

- **Item 14. Walsh Healy Public Contracts Act**



Section II - Labor

Item 15. Copeland Antikickback Act

Item 16. Equal Employment Opportunity

- Posting Notice
- Violations



Section II - Labor

Item 17. Service Contract Act of 1965

Item 18. Field Checks



Section III - Miscellaneous

Item 19. Government Furnished Property

- Use Only For Performance of Contract
- Maintenance and Preservation
- Risk of Loss
- Inventory, Return, or Disposal

Item 20. Military Security Requirements



Section III - Miscellaneous

Item 21. Approval of Subcontractors

Item 22. Payment

- Submission of invoices
- Final release



Section III - Miscellaneous

Item 23. Utilities

- Payment or Nonpayment
- Temporary connections

Item 24. Warranties and Operation Manuals



Section IV- Other Topics

- **Insurance**
- **Material Submittals**
- **Performance/Payment Bonds**
- **Special Permits**
- **Differing Site Conditions**



Forms

- **Section III General Miscellaneous**

- Attendance sheet
- Schedule of Material Submittals
- AF Form 3064, Contract Progress Schedule
- AF Form 3065, Contract Progress Report
- SF 25, Performance Bond
- SF 25-A, Payment Bond

- **Section II: Labor**

- Contractor's Release of Claims
- SF 1413, Statement and Acknowledgement Form
- "Equal Employment Opportunity Is The Law" poster
- DoL Form WH-347, Payroll (For Contractor's Optional Use)
- DD Form 879, Statement of Compliance



AF Form 3035, Preperformance Conference and Pre-Final Payment Checklist

PREPERFORMANCE CONFERENCE AND PRE-FINAL PAYMENT CHECKLIST				
CONTRACT NO.		The Clause Number, if any, will be entered in Column "A" prior to signature. Column "C" is for use by the Contracting Officer after job is completed.		
ITEM NO.	SUBJECT	CLAUSE NO. A.	DISCUSSED B.	PRE-FINAL PAYMENT C.
I - GENERAL				
1.	FUNCTION AND AUTHORITY OF U.S. GOVERNMENT PERSONNEL A. CONTRACTING OFFICER - ONLY PERSON AUTHORIZED TO BIND GOVERNMENT B. TECHNICAL REPRESENTATIVE C. TECHNICAL INSPECTORS D. OTHER			
2.	PROGRESS CHARTS A. SUBMISSION OF INTENDED PROGRESS B. PERIODIC REPORTS C. COMPLIANCE WITH INTENDED SCHEDULE			
3.	INSPECTION A. COMPLIANCE WITH SPECIFICATIONS B. TESTS TO BE PERFORMED C. MAINTENANCE OF RECORDS D. FINAL INSPECTION AND ACCEPTANCE			
4.	SUPERINTENDENCE BY CONTRACTOR			
5.	PASSES FOR EMPLOYEES AND VEHICLES			
6.	CLEAN UP			
7.	GOVERNMENT PROPERTY OTHER THAN GFP A. PROTECTION OF MATERIAL AND WORK BY CONTRACTOR B. PROTECTION OF EXISTING FACILITIES C. PRESERVATION OF EXISTING VEGETATION			
8.	OPERATION OF STORAGE AREAS A. DESCRIPTION AND USE OF AUTHORIZED AREAS B. ERECTION AND REMOVAL OF TEMPORARY BUILDINGS C. AUTHORIZED USE OF ROADWAYS			
9.	SAFETY A. CONTRACTOR OPERATED EQUIPMENT B. COMPLIANCE WITH: (1) SAFETY AND ACCIDENT PREVENTION CLAUSE (2) AFM 127-101, ACCIDENT PREVENTION HANDBOOK (3) CE MANUAL EM 385-1.1, GENERAL SAFETY REQUIREMENTS C. NOTIFICATION OF INJURIES TO CONTRACTING OFFICER D. AIRFIELD SAFETY PRECAUTIONS			
10.	CHANGES, AUTHORIZED ONLY BY CONTRACTING OFFICER			
II - LABOR				
11.	ACTUAL AND POTENTIAL LABOR DISPUTES			
12.	DAVIS BACON ACT APPLICABILITY A. REQUIREMENTS (1) LIST OF SUBCONTRACTORS (2) CLASSIFICATION AND WAGE RATES (3) USE OF APPRENTICES (4) SUBMISSION OF PAYROLLS AND AFFIDAVITS B. VIOLATIONS			
13.	WORK HOURS ACT APPLICABILITY A. REQUIREMENTS B. VIOLATIONS			
14.	WALSH HEALY PUBLIC CONTRACTS ACT			
15.	COPELAND ANTIKICKBACK ACT			
16.	EQUAL EMPLOYMENT OPPORTUNITY A. POSTING NOTICE B. VIOLATIONS			

AF FORM 3035, 19701101 (EF-V2)

ITEM NO.	SUBJECT	CLAUSE NO. A.	DISCUSSED B.	PRE FINAL PAYMENT C.
17.	SERVICE CONTRACT OF 1965			
18.	FIELD CHECKS			
III - MISCELLANEOUS				
19.	GOVERNMENT FURNISHED PROPERTY A. USE ONLY FOR PERFORMANCE OF CONTRACT B. MAINTENANCE AND PRESERVATION C. RISK OF LOSS D. INVENTORY, RETURN, OR DISPOSAL			
20.	MILITARY SECURITY REQUIREMENTS			
21.	APPROVAL OF SUBCONTRACTORS			
22.	PAYMENT A. SUBMISSION OF INVOICES B. FINAL RELEASE C. JACKET FILE (AFR 85-5)			
23.	UTILITIES A. PAYMENT OR NONPAYMENT B. TEMPORARY CONNECTIONS			
24.	WARRANTIES AND OPERATION MANUALS			
IV - OTHER TOPICS				
REMARKS				
The above subjects have been discussed and explained to me and I have read and understand the provisions of the above cited contract and I am fully aware of my duties and responsibilities thereunder.				
DATE (YYYYMMDD)		SIGNATURE OF CONTRACTOR REPRESENTATIVE AND TITLE		
SIGNATURES OF OTHER PERSONS ATTENDING				

AF FORM 3035, 19701101 (REVERSE) (EF-V2)



AF Form 3064, JUN 90 PREVIOUS EDITION IS OBSOLETE

AF FORM 3065, 19960401 (EF-V3)

PREVIOUS EDITION IS OBSOLETE.



SF 1413, Statement and Acknowledgement

STATEMENT AND ACKNOWLEDGMENT		OMB No.: 9000-0014 Expires: 03/31/92												
Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (VRS), Office of Federal Acquisition and Regulatory Policy, GSA, Washington, DC 20405; and to the Office of Management and Budget, Paperwork Reduction Project (9000-0014), Washington, DC 20503.														
PART I - STATEMENT OF PRIME CONTRACTOR														
1. PRIME CONTRACT NO.	2. DATE SUBCONTRACT AWARDED	3. SUBCONTRACT NUMBER												
4. PRIME CONTRACTOR (Name, address and ZIP code)		5. SUBCONTRACTOR (Name, address and ZIP code)												
6. The prime contractor states that under the contract shown in Item 1, a subcontract was awarded on the date shown in Item 2 by (Name of Awarding _____)														
to the subcontractor identified in Item 5, for the following work:														
7. PROJECT		8. LOCATION												
9. NAME AND TITLE OF PERSON SIGNING	10. BY (Signature)	11. DATE SIGNED												
PART II - ACKNOWLEDGMENT OF SUBCONTRACTOR														
12. The subcontractor acknowledges that the following clauses of the contract shown in Item 1 are included in this subcontract:														
<table><tbody><tr><td>Contract Work Hours and Safety</td><td>Davis-Bacon Act</td></tr><tr><td>Standards Act - Overtime</td><td>Apprentices and Trainees</td></tr><tr><td>Compensation - Construction</td><td>Compliance with Copeland Regulations</td></tr><tr><td>Payrolls and Basic Records</td><td>Subcontracts</td></tr><tr><td>Withholding of Funds</td><td>Contract Termination-Debarment</td></tr><tr><td>Disputes Concerning Labor Standards</td><td>Certification of Eligibility</td></tr></tbody></table>			Contract Work Hours and Safety	Davis-Bacon Act	Standards Act - Overtime	Apprentices and Trainees	Compensation - Construction	Compliance with Copeland Regulations	Payrolls and Basic Records	Subcontracts	Withholding of Funds	Contract Termination-Debarment	Disputes Concerning Labor Standards	Certification of Eligibility
Contract Work Hours and Safety	Davis-Bacon Act													
Standards Act - Overtime	Apprentices and Trainees													
Compensation - Construction	Compliance with Copeland Regulations													
Payrolls and Basic Records	Subcontracts													
Withholding of Funds	Contract Termination-Debarment													
Disputes Concerning Labor Standards	Certification of Eligibility													
13. NAME(S) OF ANY INTERMEDIATE SUBCONTRACTORS, IF ANY														
14. NAME AND TITLE OF PERSON SIGNING	15. BY (Signature)	16. DATE SIGNED												
NSN 7540-01-151-4297 Previous edition is obsolete														
STANDARD FORM 1413 (REV 5-89) Prescribed by GSA - FAR (48 CFR) 53.228(a)														



Equal Employment is the Law

Equal Employment Opportunity is

THE LAW

Employers Holding Federal Contracts or Subcontracts

Applicants to and employees of companies with a Federal government contract or subcontract are protected under the following Federal authorities:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

Executive Order 11246, as amended, prohibits job discrimination on the basis of race, color, religion, sex or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

INDIVIDUALS WITH DISABILITIES

Section 503 of the Rehabilitation Act of 1973, as amended, prohibits job discrimination because of disability and requires affirmative action to employ and advance in employment qualified individuals with disabilities who, with reasonable accommodation, can perform the essential functions of a job.

VIETNAM ERA, SPECIAL DISABLED, RECENTLY SEPARATED, AND OTHER PROTECTED VETERANS

38 U.S.C. 4212 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, prohibits job discrimination and requires affirmative action to employ and advance in employment qualified Vietnam era veterans, qualified special disabled veterans, recently separated veterans, and other protected veterans.

Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under the authorities above should contact immediately:

The Office of Federal Contract Compliance Programs (OFCCP), Employment Standards Administration, U.S. Department of Labor, 200 Constitution Avenue, N.W., Washington, D.C. 20210 or call (202) 693-0101, or an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor.

Private Employment, State and Local Governments, Educational Institutions

Applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations are protected under the following Federal laws:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

Title VII of the Civil Rights Act of 1964, as amended, prohibits discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex or national origin.

DISABILITY

The Americans with Disabilities Act of 1990, as amended, protects qualified applicants and employees with disabilities from discrimination in hiring, promotion, discharge, pay, job training, fringe benefits, classification, referral, and other aspects of employment on the basis of disability. The law also requires that covered entities provide qualified applicants and employees with disabilities with reasonable accommodations that do not impose undue hardship.

AGE

The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination on the basis of age in hiring, promotion, discharge, compensation, terms, conditions or privileges of employment.

SEX (WAGES)

In addition to sex discrimination prohibited by Title VII of the Civil Rights Act of 1964, as amended (see above), the Equal Pay Act of 1963, as amended, prohibits sex discrimination in payment of wages to women and men performing substantially equal work in the same establishment.

Retaliation against a person who files a charge of discrimination, participates in an investigation, or opposes an unlawful employment practice is prohibited by all of these Federal laws.

If you believe that you have been discriminated against under any of the above laws, you should contact immediately:

The U.S. Equal Employment Opportunity Commission (EEOC), 1801 L Street, N.W., Washington, D.C. 20507 or an EEOC field office by calling toll free (800) 669-4000. For individuals with hearing impairments, EEOC's toll free TDD number is (800) 669-6820.

Programs or Activities Receiving Federal Financial Assistance

RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX

In addition to the protection of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal assistance.

INDIVIDUALS WITH DISABILITIES

Sections 501, 504 and 505 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance in the federal government. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with reasonable accommodation, can perform the essential functions of a job.

If you believe you have been discriminated against in a program of any institution which receives Federal assistance, you should contact immediately the Federal agency providing such assistance.



Notice to All Employees

NOTICE TO ALL EMPLOYEES

Working on Federal or Federally
Financed Construction Projects



APPRENTICES

Apprentice rates apply only to apprentices properly registered under approved Federal or State apprenticeship programs.

PROPER PAY

If you do not receive proper pay, contact the Contracting Officer listed below:



or you may contact the nearest office of the Wage and Hour Division, U.S. Department of Labor. The Wage and Hour Division has offices in several hundred communities throughout the country. They are listed in the U.S. Government section of most telephone directories under:
**U.S. Department of Labor
Employment Standards Administration**

MINIMUM WAGES

You must be paid not less than the wage rate in the schedule posted with this Notice for the kind of work you perform.

OVERTIME

You must be paid not less than one and one-half times your basic rate of pay for all hours worked over 40 a week. There are some exceptions.

WH Publication 1321
Revised January 1986

★ U.S. GOVERNMENT PRINTING OFFICE: 1980-209-896

U.S. Department of Labor
Employment Standards
Administration
Wage and Hour Division





Department of Labor WH-347, Payroll (Front)

U.S. Department of Labor
Employment Standards Administration
Wage and Hour Division

PAYROLL (For Contractor's Optional Use; See Instructions, Form WH-347 Inst.)



Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

NAME OF CONTRACTOR ☐ OR SUBCONTRACTOR ☐				ADDRESS				OMB No. 1215-0149 Expires: 03/31/2006				
PAYROLL NO.		FOR WEEK ENDING		PROJECT AND LOCATION				PROJECT OR CONTRACT NO.				
(1) NAME, ADDRESS, AND SOCIAL SECURITY NUMBER OF EMPLOYEE	(2) NO. OF EXEMPTIONS	(3) WORK CLASSIFICATION	(4) DAY AND DATE OT SELECT HOURS WORKED EACH DAY	(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS					(9) NET WAGES PAID FOR WEEK
							FICA	WITH- HOLDING TAX		OTHER	TOTAL DEDUCTIONS	
			0			/						
			\$			/						
			0			/						
			\$			/						
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We estimate that it will take an average of 56 minutes to complete this collection of information, including time for reviewing instructions searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection of information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, ESA, U. S. Department of Labor, Room S3502, 200 Constitution Avenue, N. W., Washington, D. C. 20210.

FORM WH-347, Revised Nov. 1998 - FORMERLY SOL 184 - PURCHASE THIS FORM DIRECTLY FROM THE SUPT. OF DOCUMENTS



Department of Labor WH-347, Payroll (Back)

Date _____

I, _____ (Name of Signatory Party) _____ (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

_____ on the
(Contractor or Subcontractor)

_____ that during the payroll period commencing on the
(Building or Work)

_____ day of _____, _____, and ending the _____ day of _____, _____,
all persons employed on said project have been paid the full weekly wages earned, that no rebates have
been or will be made either directly or indirectly to or on behalf of said

_____ from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly
from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part
3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948,
63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are
correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the
applicable wage rates contained in any wage determination incorporated into the contract; that the
classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide
apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of
Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a
State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☐ - in addition to the basic hourly wage rates paid to each laborer or mechanic listed in
the above referenced payroll, payments of fringe benefits as listed in the contract
have been or will be made to appropriate programs for the benefit of such
employees, except as noted in Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ - Each laborer or mechanic listed in the above referenced payroll has been paid,
as indicated on the payroll, an amount not less than the sum of the applicable
basic hourly wage rate plus the amount of the required fringe benefits as listed
in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION

REMARKS:

REMARKS:	
----------	--

NAME AND TITLE	SIGNATURE
THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.	

* U.S. G.P.O.: 1967 519-061



DD Form 879, Statement of Compliance

STATEMENT OF COMPLIANCE		Form Approved OMB No. 1775-0124 Expires April 30, 2003															
The public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (1215), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.																	
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ADDRESS. RETURN THE COMPLETED FORM TO THE CONTRACTING OFFICER.																	
1. PAYROLL NUMBER	2. PAYROLL PAYMENT DATE (Month/Year)	3. CONTRACT NUMBER	4. DATE (Month/Year)														
I, _____ do hereby state (Name of signatory party) (Title) (1) That I pay or supervise the payment of the persons employed by _____ (Contractor or subcontractor) on the _____, that during the payroll period commencing on the _____ day of _____, and ending the _____ day of _____. on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said _____ from the full weekly wages earned by any person (Contractor or subcontractor) and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (49 Stat. 649, 63 Stat. 108, 72 Stat. 987, 76 Stat. 257, 40 U.S.C. 276c), and described below: _____ _____ _____ (2) That any payroll is otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work performed. (3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor. (4) That: (a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS ☐ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below. (b) WHERE FRINGE BENEFITS ARE PAID IN CASH ☐ Each laborer or mechanic listed in the above referenced payroll has been paid or indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract except as noted in Section 4(c) below. (c) EXCEPTIONS <table border="1"><thead><tr><th>EXCEPTION (Describe)</th><th>EXPLANATION</th></tr></thead><tbody><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr></tbody></table> 5. REMARKS <table border="1"><thead><tr><th>6. NAME (Last, First, Middle Initial)</th><th>7. TITLE</th><th>8. SIGNATURE</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td></tr></tbody></table> The willful falsification of any of the above statements may subject the contractor or subcontractor to civil or criminal prosecution. See Section 1001 of Title 18 and Section 5729 of Title 31 of the United States Code. DD FORM 879, APR 1998 (EG) PREVIOUS EDITION MAY BE USED Designed using Performance Plus, VHS200B, Aug 98 Reset				EXCEPTION (Describe)	EXPLANATION							6. NAME (Last, First, Middle Initial)	7. TITLE	8. SIGNATURE			
EXCEPTION (Describe)	EXPLANATION																
6. NAME (Last, First, Middle Initial)	7. TITLE	8. SIGNATURE															



PREVIOUS EDITION WILL BE USED

AF FORM 66 19891001 (FF-V1)



PREVIOUS EDITION IS OBSOLETE



SF 25, Performance Bond

PERFORMANCE BOND (See instructions on reverse)		DATE BOND EXECUTED (Must be same or later than date of contract)		OMB No.: 9000-0045		
Public reporting burden for this collection of information is estimated to average 75 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (MVR), Federal Acquisition Policy Division, GSA, Washington, DC 20405.						
PRINCIPAL (Legal name and business address)			TYPE OF ORGANIZATION (Check one)			
SURETY(IES) (Name(s) and business address(es))			☐ INDIVIDUAL ☐ PARTNERSHIP			
			☐ JOINT VENTURE ☐ CORPORATION			
			STATE OF INCORPORATION			
			PENAL SUM OF BOND			
			MILLIONS	THOUSANDS	HUNDREDS	CENTS
			CONTRACT DATE CONTRACT NO.			
OBLIGATION:						
We, the Principal and Surety(ies), are firmly bound to the United States of America (hereinafter called the Government) in the above penal sum. For payment of the penal sum, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally. However, where the Sureties are corporations acting as co-sureties, we, the Sureties, bind ourselves in such sum "jointly and severally" as well as "severally" only for the purpose of allowing a joint action or actions against any or all of us. For all other purposes, each Surety binds itself, jointly and severally with the Principal, for the payment of the sum shown opposite the name of the Surety. If no limit of liability is indicated, the limit of liability is the full amount of the penal sum.						
CONDITIONS:						
The Principal has entered into the contract identified above.						
THEREFORE:						
The above obligation is void if the Principal:						
(a) (1) Performs and fulfills all the undertakings, covenants, terms, conditions, and agreements of the contract during the original term of the contract and any extensions thereof that are granted by the Government, with or without notice to the Surety(ies), and during the life of any guaranty required under the contract; and (2) performs and fulfills all the undertakings, covenants, terms, conditions, and agreements of any and all duly authorized modifications of the contract that hereafter are made. Notice of those modifications to the Surety(ies) are waived.						
(b) Pays to the Government the full amount of the taxes imposed by the Government, if the said contract is subject to the Miller Act, (40 U.S.C. 270a-270c), which are collected, deducted, or withheld from wages paid by the Principal in carrying out the construction contract with respect to which this bond is furnished.						
WITNESS:						
The Principal and Surety(ies) executed this performance bond and affixed their seals on the above date.						
PRINCIPAL						
SIGNATURE(S)	1.	2.	3.			
	(Seal)	(Seal)	(Seal)	Corporate Seal		
NAME(S) & TITLE(S) (Type)	1.	2.	3.			
INDIVIDUAL SURETY(IES)						
SIGNATURE(S)	1.	2.				
	(Seal)	(Seal)				
NAME(S) (Type)	1.	2.				
CORPORATE SURETY(IES)						
SURETY	NAME & ADDRESS	STATE OF INC.		LIABILITY LIMIT		Corporate Seal
	SIGNATURE(S)			\$		
	1.	2.				
	NAME(S) & TITLE(S) (Type)	2.				
	1.					
AUTHORIZED FOR LOCAL REPRODUCTION Prohibit action not to be						
STANDARD FORM 25 (REV. 5-96) Prescribed by GSA/FAR (48 CFR) 53.226(h)						



SF 25A, Payment Bond

PAYMENT BOND (See instructions on reverse)		DATE BOND EXECUTED (Must be same or later than date of contract)		OMB No.: 9000-0045	
Public reporting burden for this collection of information is estimate to average 25 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (MVR), Federal Acquisition Policy Division, GSA, Washington, DC 20405.					
PRINCIPAL (Legal name and business address)			TYPE OF ORGANIZATION ("X" one)		
			☐ INDIVIDUAL ☐ PARTNERSHIP ☐ JOINT VENTURE ☐ CORPORATION STATE OF INCORPORATION		
SURETY(IES) (Name(s) and business address(es))			PENAL SUM OF BOND		
			MILLIONS: THOUSANDS: HUNDREDS: CENTS		
			CONTRACT DATE CONTRACT NO.		

OBLIGATION:

We, the Principal and Surety(ies), are firmly bound to the United States of America (hereinafter called the Government) in the above penal sum. For payment of the penal sum, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally. However, where the Sureties are corporations acting as co-sureties, we, the Sureties, bind ourselves in such sum "jointly and severally" as well as "severally" only for the purpose of allowing a joint action or actions against any or all of us. For all other purposes, each Surety binds itself, jointly and severally with the Principal, for the payment of the sum shown opposite the name of the Surety. If no limit of liability is indicated, the limit of liability is the full amount of the penal sum.

CONDITIONS:

The above obligation is void if the Principal promptly makes payment to all persons having a direct relationship with the Principal or a subcontractor of the Principal for furnishing labor, material or both in the prosecution of the work provided for in the contract identified above, and any authorized modifications of the contract that subsequently are made. Notice of those modifications to the Surety(ies) are waived.

WITNESS:

The Principal and Surety(ies) executed this payment bond and affixed their seals on the above date.

PRINCIPAL					
1. SIGNATURE(S)		2. (Seal)		3. (Seal)	
1. NAME(S) & TITLE(S) (Typed)		2. (Seal)		3. (Seal)	
INDIVIDUAL SURETY(IES)					
1. SIGNATURE(S)		2. (Seal)		3. (Seal)	
1. NAME(S)		2. (Seal)		3. (Seal)	
CORPORATE SURETY(IES)					
SURETY A	NAME & ADDRESS		STATE OF INC.		LIABILITY LIMIT
	1. SIGNATURE(S)		2. (Seal)		3. (Seal)
	1. NAME(S) & TITLE(S) (Typed)		2. (Seal)		3. (Seal)
	2. (Seal)		3. (Seal)		4. (Seal)

ALTERNATE FOR LOCAL REPRODUCTION
Previous edition is usable

STANDARD FORM 25A (Rev. 10-89)
Prescribed by GSA/FAR (48 CFR) 53.222-6(c)



Summary



- **Analyze the benefits of conducting a preconstruction orientation**
- **List Contracting Officer responsibilities**
- **Determine which key personnel should attend a preconstruction orientation**
- **Discuss each element listed on the AF Form 3035, Preperformance Conference and Pre-Final Payment Checklist**
- **Conduct a preconstruction orientation with limited assistance**